

DISTRICT OF COLUMBIA

HOMELAND SECURITY & EMERGENCY MANAGEMENT AGENCY

Paid Internship Opportunity – Operations Directorate

Duration of Internship: September 5, 2016 – April 3, 2017

Compensation: Stipend

The District of Columbia **Homeland Security and Emergency Management Agency** (HSEMA) manages and coordinates the District's unified prevention, protection, response, mitigation, and recovery efforts for all disasters, whether natural or man-made, that occur in the District of Columbia. This session will have a unique focus on the coordinated planning and operational support required for the 2017 Presidential Inauguration. As an Inaugural intern you will work closely with your supervisor to actively participate and support this National Special Security Event (NSSE) activation.

HSEMA is looking for highly-skilled **Undergraduate Junior and Senior** students who have a demonstrated interest in homeland security and emergency management processes and how these practices protect life and property. Particularly, HSEMA is looking for students interested in or majoring in the following fields:

- Emergency Management/Homeland Security
- Information Technology/Computer Science
- Public Administration/Policy
- Public Communication/Relations

As an intern you will have the opportunity to work for a dynamic agency that is nationally-recognized as a leader in homeland security and emergency management practices.

Position With: Operations Directorate

Description of Opportunity

The **Operations Directorate** provides situational awareness, logistical and resource support, field command operation to coordinate incident response, mitigation, and recovery support District and Federal agencies during special events including the 2017 Presidential Inauguration and African Summit; manages the citywide all-hazards fusion center program, constantly monitors program of the National Warning Systems and the Washington Area Warning System utilizing various communication tools. Successful candidates will be asked to complete eight (8) weeks of operations training to include FEMA ICS courses and participate in all operations functions of the directorate.

Qualifications

- A. Demonstrated interest in emergency management
- B. Strong written and oral communications skills
- C. Must be proficient in Microsoft Word, Excel, and PowerPoint
- D. College Junior or Senior

**Interns may be asked to work outside of normal business hours including weekends and holidays*

To **apply**, submit a cover letter, resume, writing sample (8 page Maximum), and letter of recommendation to hsema.internship@dc.gov indicating the particular Internship Opportunity being applied for in the email subject line by **Sunday August 7, 2016**.

NOTE: Applicants must be US citizens and are subject to a background check